



## OVERTIME AND TRAVEL TIME INFORMATION

### NEW RULES

**On February 1, 2016, providers became eligible to receive payment for:**

- Hours worked over 40 hours in one week; and
- Time spent traveling from one consumer's residence to another on the same day.

**Limit on how many hours providers can work weekly:**

If	Then
Provider works for only one consumer	Cannot work more than 70 hours and 45 minutes per week.
Provider works for more than one consumer	Cannot work more than 66 hours per week total.
Provider travels directly from one consumer to another on the same day	Cannot claim more than 7 hours per week total.



### **Not Following The New Rules Will Result In Violations**

**Providers will receive a violation if they:**

1. Work for one consumer & claim over 40 hours per week, but the consumer is not authorized more than 40 hours
2. Work for one consumer and claim more overtime hours in a month than the consumer is authorized.
3. Work for two or more consumers and claim over the 66-hour workweek.
  - The workweek begins Sunday at 12 a.m. and ends Saturday at 11:59 p.m.
4. Claim over the 7 hour weekly travel time limit.

## VIOLATION STAGES

**1<sup>st</sup> Violation** - Written warning is mailed to the provider.

**2<sup>nd</sup> Violation** - Written warning is mailed to the provider with the option to complete a one-time training to have the violation dismissed.

**3<sup>rd</sup> Violation** - Provider is suspended for 90 days.

**4<sup>th</sup> Violation** - Provider terminated for one year.

Note: If more than one violation occurs in a month, it will only count as one violation.

## QUESTIONS

Contact your local IHSS Office at:

<b>Burbank</b> (866) 544-9048	<b>Lancaster</b> (866) 514-9911
<b>Chatsworth</b> (888) 822-9622	<b>Metro</b> (866) 512-2857
<b>El Monte</b> (888) 322-2204	<b>Pomona</b> (866) 465-0905
<b>Hawthorne</b> (866) 512-2856	<b>Rancho Dominguez</b> (888) 896-0044

Visit the DPSS website at:

<http://dpss.lacounty.gov/wps/portal/dpss/main/programs-and-services/in-home-supportive-services>

Visit the California Department  
of Social Services (CDSS) website at:

<http://www.cdss.ca.gov/inforesources/IHSS-New-Program-Requirements>

For information on the Live-In Family  
Care Provider Exemption, contact CDSS at:

(916) 651-0111